

**Southeast Watershed Alliance (SWA)
Planning Committee Meeting No. 5
Dover Community Services Building
271 Mast Road
Dover, NH**

Agenda

March 25, 2010 @ 9:00 AM

Call to Order and Introductions

Approve Minutes

Old Business

Action 1.10-3 The Grants Committee will prepare a proposal to the EPA CARE grants by March 9. **Open:** The Grants Committee is working on the proposal and will submit it by the deadline.

Action 3.2-2 Cathy will change all collateral material to reflect the new SWA email.

Open: Cathy will update the information sheet that was developed last summer to include the website www.southeastwatershedalliance.org and change the contact information to the new phone number and email for the Alliance to secretary@southeastwatershedalliance.org and 603-559-0028.

Action 4.1-1 Michael Perfit will send Dick Snow the contact information for Rob in Brentwood, so that Dick can inquire about coffee logistics in advance of the next meeting.

Action 4.2-1 Cathy will send Michael a copy of the two SWA maps that have been developed by NHDES.

Action 4.2-2 Michael will use the FAQs to populate more content on the website. Michael will post the maps on the website.

Action 4.4-1 NHDES will record a new phone message for the SWA phone number at 603-559-0028.

Action 4.4-2 Ted Diers and Alison will meet to discuss the potential grant list that was developed.

New Business

5.1 Housekeeping

5.2 Bylaws

Action 4.3-1 Wally will make the changes to the text of the draft bylaws and send to Michael. Michael will post on the website and send an email to the group alerting them so that they can review in advance of the next Planning Committee meeting.

Action 4.3-2 Dick Snow will create a draft organization chart. This will not be part of the bylaws, but rather a visual depiction of how the SWA is structured.

5.3 Agenda items for next meeting of the Alliance

5.4 Other Issues of Concern

5.5 Next Meeting Date